

Inter-Government Networking Principles

Scope

These principles establish the conceptual practices and principles of creating inter-governmental networking opportunities between governmental entities of all levels within the State of Washington. The authors of this document recognize that each governmental entity may establish and operate its own internal networks and infrastructures while preserving these guiding principles of inter-networking.

Glossary

ACCIS – The Association of County/City Information Systems is an organization composed of representatives from information technology service departments from most of the Counties and Cities in the state of Washington.

CAB – Customer Advisory Board, this board is legislatively constituted to provide the Washington State Department of Information Services with advice concerning the type, quality, and cost of the department's information technology services to other public entities.

Inter-government Network - The multiple government jurisdiction network domains that are connected by the Washington State Department of Information Services back-bone state-wide network and who have agreements that indicate their adherence to these principles.

Inter-networking - The network equipment and protocols that provide a method of transferring information from one jurisdiction to another.

Architecture - A high level design that specifies in general terms the components of a system and its internal and external interactions

Domain - A specific defined part of a system that is operated and controlled by a known organizational entity.

Unsecured Access - A general access point to the inter-government network that would allow any user to gain access to data or applications without a security agreement.

Jurisdiction - An independent government organization that is responsible for operating government programs at any level of government

Point of Presence – A location remote from an organization's primary facility that is maintained directly or contractually by that organization.

NOTE: For each of the following sections. The designation “SA” preceding the principle specifies that the principle is being added to the Washington State Department of Information Services Service Level Agreements.

Principles

Architecture

The State of Washington and government jurisdictions will agree upon a logical Internetworking Architecture.

The State of Washington will operate a shared state-wide network. The state shall provide points of presence in appropriate locations through-out the state.

- SA Each jurisdiction is responsible for adhering to the architectural Internetworking guiding principles.
- SA The State of Washington and government jurisdictions will utilize shared infrastructure.
- SA The inter-government network will provide sufficient priority and performance to support business practices.
- SA The inter-government network will provide provisions for allowing public access to jurisdictional data.

Security

- SA Applications, data and business process security are the responsibility of their respective owners.
- SA Each government entity operating a network is responsible for inter-government network access authorization and authentication.
- SA Unsecured access connectivity will not be connected to the secure inter-government network.
- SA The jurisdiction or entity connected to the inter-government network is responsible for the integrity of all of their domain and all connections to their domain.
- SA The greatest risk to the security of the network is by employees of jurisdictions not following good security management practices. Management controls and education of the inter-government network community are a responsibility of all jurisdictions.

Jurisdictions need to gain access to other jurisdiction domains. State and local entities will agree upon standards and a process that will govern access to jurisdiction data and applications

Administration

- SA The Washington State Department of Information Services (DIS) will have an agreement with each connecting jurisdiction regarding access authorization. Changes in inter-networking plans and access services will be reviewed with DIS. DIS is responsible for notifying the inter-government network community when one community member significantly changes the scope of its network architecture.
- SA The DIS will provide administration for the inter-government network
- SA The DIS customer service agreements will be the basis for establishing Internetworking relationships.
- SA Each jurisdiction is responsible for administering their network domain.
- SA Jurisdiction to jurisdiction network connections will include an agreement of the scope content and any required support.
In the event of a dispute a mutually agreed upon arbitrator will be used.
- SA It is assumed that the transport costs required to meet data, application, and performance needs will be arranged by the application provider.

Confidentiality

- SA Disclosure of data is the responsibility of the owner of the data according to public disclosure and confidentiality laws. Other entities will not disclose data except through appropriate contracts and agreements with application and data owners.

Governance

The State and Local ACCIS/CAB Subcommittee will recommend policy, standards, guidelines, and principles regarding the inter-governmental network. These recommendations will be forwarded to ACCIS and CAB for approval.

Participation

The inter-government network includes all Washington government entities and their agents.